



**Date:** May 22, 2012

**To:** Thomas Bonfield, City Manager

**From:** Germaine Brewington, Director of Audit Services

**Subject:** Transmittal of Cell Phone Usage Performance Audit (April 2012)

### **Executive Summary**

The Audit Services Department completed the report for the Cell Phone Usage Performance Audit dated April 2012. The purpose of the audit was to determine if the City of Durham effectively assesses the adequacy and oversight of cell phone acquisitions and usage. Detailed analysis of cell phone usage for the period from June 2011 until December 2011 was included in the analysis.

### **Background**

Policy ITP-6, "Personal Use of Cellular Telephones and Pagers" established by the Department of Technology Solutions governs the issuance of cell phones and the monitoring of their usage.

The City utilizes both Verizon and Sprint/Nextel cell phone carriers. The City has different types of calling plans with both Verizon and Nextel available to City employees.

The City had on average 510 active cell phones per month for the period of June 2011 to December 2011 (an average of 348 cell phones with Verizon Wireless and 162 cell phones with Nextel). The cost for the cell phone service for this period was approximately \$ 179,000.

### **Issues and Analysis**

The attached report details the objectives, observations, and results of the Cell Phone Usage Performance Audit dated April 2012.

### **Recommendation**

The Department of Audit Services recommends the City Council receive and accept the Cell Phone Usage Performance Audit dated April 2012 as presented and approved at the May 21, 2012 Audit Services Oversight Committee meeting.

Attachment